

PORTSMOUTH HEALTH DEPARTMENT
1701 High Street, Suite 102, Portsmouth, VA 23704
Phone (757) 393-8585, extension 8585
Fax (757) 393-8027
TEMPORARY FOOD APPLICATION

The person named below is making application for a temporary food permit in accordance with the City Code of Portsmouth, **Chapter 15** and the Commonwealth of Virginia Board of Health Food Regulations. It shall be valid only within the City of Portsmouth at the location designated and only for the day(s) specified. **The sale of any home prepared or canned foods is prohibited except by those organizations specifically exempted under Section 12 VAC5 -421 of the State Rules and Regulations Governing Restaurants.**

Name _____ Phone (H) _____

Address _____ Phone (W) _____

City _____ State _____ Zip Code _____

Organization _____

Event _____ Date(s) of Sale _____

Location of Sale _____ Time of Sale _____

FOODS TO BE SOLD

FOOD	SOURCE(Where purchased)_	PREPARATION (where & how)
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____
6 _____	_____	_____
7 _____	_____	_____
8 _____	_____	_____

By signing this permit/application, I do hereby agree to comply with the rules and regulations as outlined on this application and with the instructions that accompany it. I understand that only the foods listed may be sold. Failure to comply with this and all other requirements may result in a permit not being issued or having the permit suspended and having to leave the event.

Signed _____

Date _____

Reviewed/Approved by _____

Date _____

The following items are required for any permit that involves the preparation of potentially hazardous foods. After each item listed, describe the method or source you will use to fulfill the requirement. (For example, overhead protection – I will use a tent which is fire retardant.)

1.) **WATER** (all water must be from an approved source (e.g. city water)):

2.) **SEWAGE DISPOSAL** (all wastewater must be disposed of in an approved manner(e.g. city sewer)):

3.) **OVERHEAD PROTECTION** (food prep., service and display areas must be protected (e.g. tent including ground cover)):

4.) **HANDWASHING** (some method must be provided for proper handwashing in the food prep area)
(e.g. cooler with spigot, water soap, towels and catch bucket)):

5.) **UTENSIL WASHING** (facilities must be provided for washing, rinsing & sanitizing utensils, etc.
(e.g. 3 tub set up with water, dish soap and bleach)):

6.) **REFRIGERATION** (all potentially hazardous cold foods must be kept below 41° F (e.g. coolers w/ice):

7.) **HOT HOLDING** (all potentially hazardous hot foods must be held at greater then 140° F (e.g. gas grill)):

8.) **CONDIMENTS** (condiments must be dispensed or individually wrapped, no open bowls):

9.) **PROTECTION FROM PUBLIC** (all food & cooking facilities must be protected (e.g. ropes or tables, shields in front of open grills)):

10.) **FOOD/UTENSIL STORAGE** (all food and utensils must be stored up off of the ground (e.g. tables):

The following items are also required and must be provided and/or used during the event:

- 1.) **Plastic gloves** 2.) **Approved ice scoop** 3.) **Metal-stem food thermometer(0-220 F scale)**
4.) **Hair restraints** 5.) **Chlorine test paper** 6.) **Wiping cloths & sani-solution**
7.) **Diagram of Food Booth/Stand**

***THERE SHOULD BE NO SMOKING, EATING OR DRINKING IN FOOD PREP AREAS!!!!!!**

